

BRA/EDIC EMPLOYMENT OPPORTUNITY**PLEASE POST!!****TITLE: CASE MANAGER****JOB POSTING NO. 32-06****POSTING DATE: 7/12/06 REV: 7/26/06****EMPLOYMENT STATUS: EDIC Employee****DEPT/DIV: YOUTH OPPORTUNITY/JCS***Job Postings must remain posted for 10 working days before a recommendation for hire can be made (7/25/06).*

SUMMARY: Under the direction of the Law Enforcement Manager, Youth Opportunity/JCS, serve as lead member of locally-based case management, outreach and referral teams serving youth referred through probation, DYS, Suffolk County House of Correction and other community-based partners. YO, is a cross-sector partnership formed to provide case management support services and education and employment opportunities to youth, aged 14 to 24, from the City of Boston. Housed at local "Youth Opportunity" site offices but expected to work through the neighborhoods of Boston and within youth detention centers, the Case Managers will guide clients through an assessment process to determine their short and long-term needs and develop a plan to reach employment and education goals. The Case Manager will refer each youth to appropriate services as identified in his/her plan and track her/his progress throughout the program.

Ensure smooth coordination of referrals and services to the program from local law enforcement agencies and community-based organizations, including the Boston Housing Authority, neighborhood health centers, churches, youth organizations, DYS, probation officers, Boston Police Department, prosecution and other law enforcement partners.

Provide monitoring, life-planning, crisis support, linkage to other programs, and overall problem-solving assistance and advocacy on behalf of youth served by the program. Case managers will provide services to youth at the YO Center but also at youth detention facilities as well.

Maintain case management system and update all data pertaining to clients on the caseload. Maintain intake, assessment and referral tools and information..

Assist YO program management in development and "fine-tuning" of service delivery systems.

Design and implement individual service plan to meet client's needs.

Organize regular case conferencing meetings of all participants in case management and referral network.

Interface with employers, job training providers to get updates on and make referrals for clients under case managers' review.

Perform other related duties as required.

QUALIFICATIONS: Work requires completion of a Bachelor's/Master's Degree in social work, counseling or related field, and one year's experience; or more than 4 years equivalent relevant experience in the field (in lieu of education). Requires experience working with "high-risk" or "at-risk" youth populations. Requires experience in youth development, education and/or job development. Excellent communication skills are needed. Bilingual/Bicultural or experience with more than one culture preferred. Must be able to work as part of a team and be willing to work on the street and in other unstructured situations. Must have flexibility to work weekend and/or evening schedule as required. Computer literacy and typing skills are needed.

GRADE: 16**HIRING RANGE: \$40, 904.80 - \$49, 134.49**

To apply: Submit resume to Human Resources, BRA, 43 Hawkins Street, Boston MA 02114.

E-Mail: hr.bra@ci.Boston.MA.US

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BOSTON RESIDENCY REQUIRED ON DATE OF HIRE.**

